

## Classified Connection Meeting January 10, 2007

Jessica Cole welcomed everyone and asked them introduce themselves and their department.

She also introduced the two guest speakers, Therese Kennedy and Lisa Rowland. Following are notes from Therese and Lisa's presentations.

Therese Kennedy, Recreation Sports presented information about options and opportunities available for staff through recreational sports and at the Williams Center. Check out their website: <http://www.uww.edu/staffair/recsport/> for more information.

Interesting facts you may not know:

1. Staff members are automatically considered "silver" members. This means they have access to the pool, field house, racquetball and indoor tennis courts during the open times (usually 7-9 a.m., 11 a.m. – 1 p.m., and 7-9 p.m. weekdays—see website or call for weekend hours).
2. A fitness membership may be purchased for "gold" membership status to use weight room, University Fitness Center and attend group classes.
3. Personal Trainers are available to those with Fitness Center passes for an additional charge.
4. Group classes can be attended singly without preregistration. Classes are free with fitness membership or a punch pass can be purchased for \$40/semester.
5. Additional family members can join at the Fitness Membership price. Children under 18 only allowed to join in Summer (ages 15-18 only).
6. Staff can join intramural sports teams or competitions.

Employee Assistance Program is interested in starting a Weight Watchers Program this semester. If interested, Contact Amy Marguiles.

Lisa Rowland, iCIT presented the following upcoming software changes expected to occur within the next twelve months:

**Internet Explorer 7.1** deployment is expected in February of 2007. It is currently blocked from automatically updating until iCIT has determined that it is compatible with campus software.

Main differences from old IE

- Icons instead of menu bar
- Tabbed browsing
- Instant search

**Exchange 2007 (e-mail server software)** – deployment summer 2007 in preparation for Outlook 2007 and for improved features in OWA

### **Outlook 2007 (e-mail)**

Advantages:

- Better/more OWA (program for use of e-mail off campus <https://post.uww.edu>) features
- More out of office options

**Office 2007** deployment expected Spring 2008

Challenges:

- Different enough that attending a training session is highly recommended. May want to come back for a second training after using too.
- Documents don't convert to mac's, \$20 kit available - should be Microsoft does not yet have a conversion pack for Macs - however, there is a third party conversion pack available through a third-party vender for \$20.
- new document extensions which means document must be converted back into .doc format for those without Office 2007.
- Buttons and icons instead of menu bar or "classic" view

Advantages:

- More spellcheck capability
- Language translator
- Better graphics
- Attachments can be previewed before opening
- Can "pin" a file to recently viewed documents list
- New document extensions mean smaller documents to attach to e-mails

**Vista (new operating system to replace Windows)** – deployment expected to start Spring 2008 earliest. Will not be deployed campus wide but by attrition as new computers are purchased.

Main advantages:

- Security
- allows recovery of files saved and then overwritten

**Netstorage**

To access your documents while off campus, go to "netstorage.uww.edu" enter your net id and password to view your available drives (usually G:/ and H:/ and T:/).

**Announcements:**

Fall 2007 Schedule of Classes must be entered by 2/6/07 4:30 p.m.

Winterim Grade rosters will be available 1/16 – 1/23 until 4 p.m.

Next meeting Wednesday, February 14, 2007 8:30 a.m. in Hyer 217. Topics covered will be the Classified Connection Survey Results and Student Payroll.